

TOWN MANAGER'S REPORT
OCTOBER 2020

➤ **Financial Report YTD FY21**

- Unrestricted General Funds Balance \$7,782,833; Restricted Funds Balance \$5,318,111
- General Revenue \$1,428,631; Budget \$1,308,695; 109.16% of budget
- General Expenses \$367,412; Budget \$1,308,695; 28.07% budget
- Restricted Revenue \$1,023,052; Budget \$812,373; 125.93% of budget
- Transfer Tax Expenses \$436,498; Budget \$1,219,920; 35.78% of budget
- Grants/Other Expenses \$58,863; Budget \$193,093; 30.48% of budget
- Total Cash Assets \$13,124,654; Total Cash Liabilities \$191,741

➤ **Participated in the following meetings:**

- Oct 1 - Attended the Charter Review Committee Meeting
- Oct 2 - Met with Bill Lord of Lord's Landscaping at Evans Park to finalize plantings
- Oct 6 - Listened in on Governor Carney's call
- Oct 7 - Met with Debbie Chorman and Mike McCarthy regarding permitted public events
- Oct 8 - Attended the Planning & Zoning Commission Meeting
- Oct 13 - Attended the Town Council Meeting
- Oct 14 - Attended the Planning & Zoning Commission Meeting
- Oct 16 - Attended the Pre-con Meeting with Christopher Companies on Sea Breeze Village
- Oct 19 - Met with Ken Cimino, Planning Director for the Town of Ocean View, regarding the process involved with the Bike/Pedestrian Safety Program
- Oct 20 - Listened in on Governor Carney's call
- Oct 20 - Participated in a ZOOM meeting with Debbie Pfeil of KCI regarding Comp Plan maps
- Oct 23 - Lisa and I participated in a teleconference with David Wilgus of Wilgus Insurance to review the Town's insurance policies
- Oct 27 - Test webinar meeting with staff
- Oct 28 - Participated in a teleconference with Carol Houck, Town Manager of Ocean View and 2 Comcast representatives
- Oct 28 - I made an appearance at Lord's Landscaping's "Whimsical Woods" event

➤ **Planning and Zoning Commission (P&Z)**

- The P&Z Commission met on October 8th to review the following applications:
 1. A change in zoning of a property within the limits of the Town of Millville owned by E. Johnson Holdings LLC, Tax Map Parcel #134-16.00-17.00, totaling 49.98+/- acres located on Substation Road, from the current zoning of AR - Agricultural to R - Residential. Mr. Gevinson motioned to recommend to Council for approval the change in zoning of the property, located on Tax Map Parcel #134-16.00-17.00, from AR - Agricultural to R - Residential. Mr. Faden seconded the motion. Mr. Faden voted yes. Ms. Scheck voted yes. Mr. Gevinson voted yes. Mr. Plocek voted yes. Motion carried 4-0.

2. A concept site plan submitted by E. Johnson Holdings, LLC, located on Substation Road; Tax Map Parcel #134-16.00-17.00; consisting of 49.98+/- acres. The proposed subdivision will consist of 135 Single-Family Units. The Planning & Zoning Commission does not approve nor recommend approval of Concept Plans. The applicant's next step is to submit a preliminary subdivision site plan for the commissioners to review and possibly recommend.

3. A sketch plan for a Master Planned Community (MPC) submitted by Christopher at Millville LLC for the Hudson Property/Summer's Edge Reserve, located at Tax Map Parcel #134-15.00-115.00, consisting of 41.51 acres, and currently zoned MPC. Ms. Scheck motioned to recommend to Council for approval the sketch plan for a Master Planned Community (MPC) submitted by Christopher at Millville LLC for the Hudson Property, located at Tax Map Parcel #134-15.00-115.00, with the suggestion of deleting item six-point-one (6.1) and requiring sidewalks on both sides of all streets. Mr. Faden seconded the motion. Motion carried 4-0.

- The P&Z Commission met on October 14th to review the following application:

1. Public Hearing on a revision to the preliminary subdivision site plan submitted by Civil Engineering Associates Inc. on behalf of Ardent Companies LLC, for the proposed Millville by the Sea's Peninsula Village subdivision located on Tax Map Parcels #134-16.00-03.02, 134-16.00-19.00, 134-16.00-20.00, and 134-15.00-121.00, zoned MPC, consisting of 46.48+/- acres. The applicant is requesting to revise by adding 12 lots and removing the alleys. Mr. Gevinson motioned to recommend to Council for approval the revised preliminary subdivision site plan for the proposed Millville by the Sea's Peninsula Village subdivision located on Tax Map Parcels #134-16.00-03.02, 134-16.00-19.00, 134-16.00-20.00, and 134-15.00-121.00, with the condition of having the pool area and its parking placed in detail on the final site plan; and consideration for landscaping, incorporating benches along the trail system, and placing a gazebo or pavilion-type area for residential use. Mr. Faden seconded the motion. Motion carried 3-0-1 abstention from Ms. Scheck.

PUBLIC EVENT PERMIT ISSUED:

1. Salted Rim Restaurant - Screams at the Beach
2. Lord's Landscaping - Whimsical Woods
3. Millville Boardwalk - Trick or Treating with Mobile Food Vendor

Attached are the following reports:

1. Crime Mapping for September
2. Code & Building Department Report

Respectfully submitted,
Deborah Botchie
Town Manager

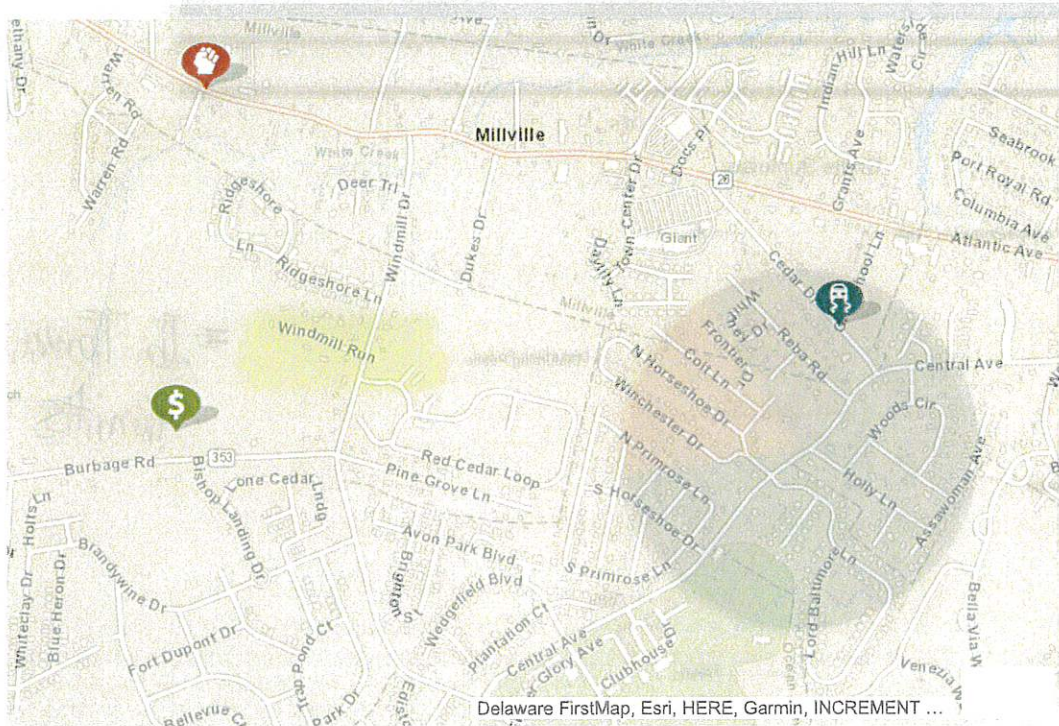


CrimeMapping.com Map

Thursday, October 1, 2020 through Saturday, October 31, 2020

Showing crime types: Arson, Assault, Burglary, Disturbing the Peace, Drugs / Alcohol Violations, DUI, Fraud, Homicide, Motor Vehicle Theft, Robbery, Sex Crimes, Theft / Larceny, Vandalism, Vehicle Break-In / Theft, Weapons

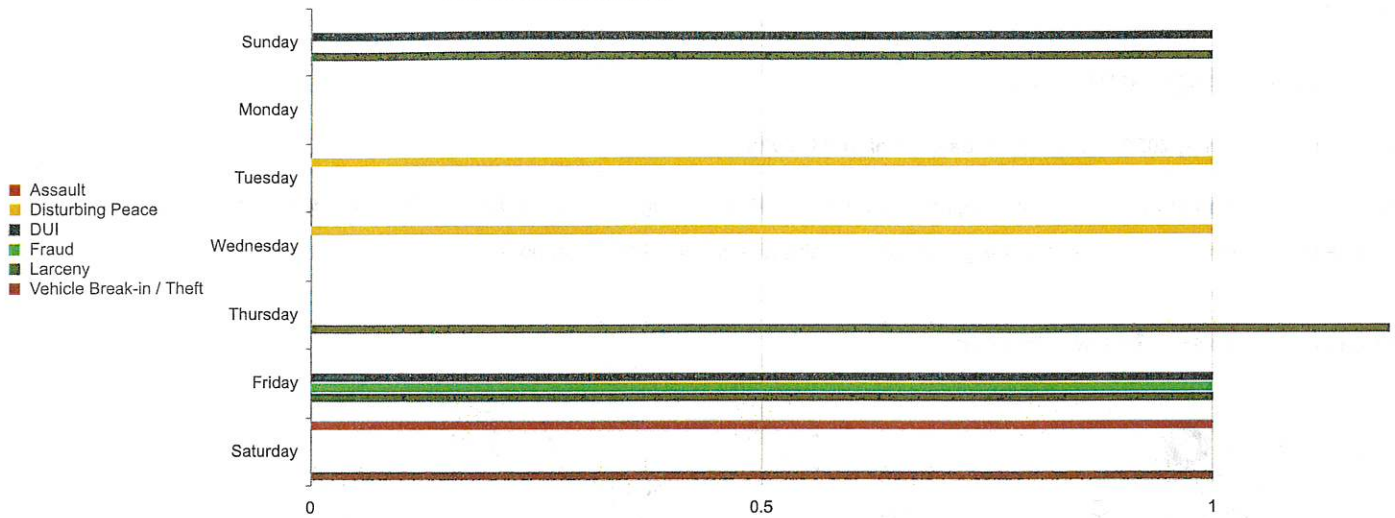
☒ Show crime report ☒ Show crime chart



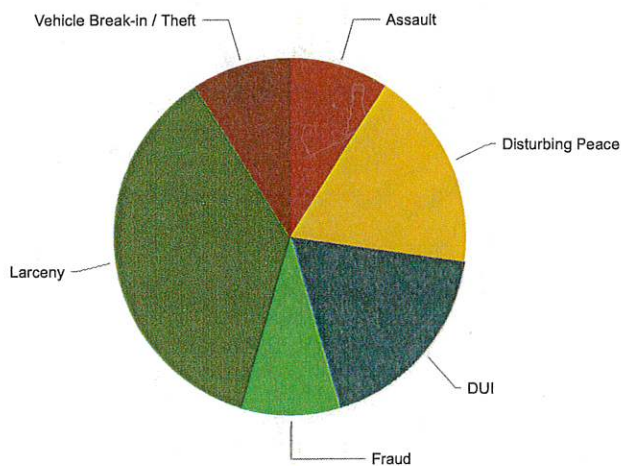
Grab the bottom/right borders to resize the map or the handle in the bottom right corner.

All representations on this map are distributed and transmitted "AS IS" without warranties of any kind, either express or implied including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. In no event shall CrimeMapping.COM become liable to users of these data for any loss or damages, consequential or otherwise, including but not limited to time, money, goodwill, arising from the use, operation or modification of the data. The visual presentation of data is being provided strictly as a courtesy, not as an obligation to its users.

Day of Week Summary






Crime Summary



[Redacted] = In Town limits

Crime Report

Type	Description	Incident #	Location	Agency	Date
!	HARASSING COMMUNICATION/PHONE/WIRE/MAIL ONLY		36000 BLOCK SQUIRRELS RUN CIR	Delaware State Police	10/21/2020 8:09 AM
🚗	DRIVING UNDER THE INFLUENCE/LIQUOR		ON ATLANTIC AVENUE SR26 153.54 FEET EAST FROM ROXANA RD SR1	Delaware State Police	10/18/2020 11:00 PM
\$	LARCENY/SHOPLIFTING		34900 BLOCK ATLANTIC AVE	Delaware State Police	10/18/2020 3:07 PM
👊	AGGRAVATED ASSAULT/NON-FAMILY STRONG-ARM/HANDS/FIST/FEET		35200 BLOCK SE ATLANTIC AVE	Delaware State Police	10/17/2020 3:01 PM
🚗	DRIVING UNDER THE INFLUENCE/LIQUOR		ON CEDAR DRIVE AT THE INTERSECTION OF OLD SCHOOL LANE WITH	Delaware State Police	10/16/2020 11:37 PM
\$	LARCENY/FROM BUILDING		37100 BLOCK N BARRINGTON PKY	Delaware State Police	10/16/2020 1:27 PM
!	HARASSING COMMUNICATION/PHONE/WIRE/MAIL ONLY		33500 BLOCK W WATERMILL LA	Delaware State Police	10/13/2020 4:49 PM
💳	FRAUD/ILLEGAL USE OF CREDIT CARDS		31300 BLOCK S RAILWAY RD	Delaware State Police	10/9/2020 11:10 AM

Type	Description	Incident #	Location	Agency	Date
	LARCENY/FROM BUILDING		400 BLOCK BETHANY LOOP	Delaware State Police	10/8/2020 10:08 AM
	LARCENY/FROM VEHICLE/NOT ATTACHED		36400 BLOCK LISA AVE	Delaware State Police	10/3/2020 11:05 AM
	LARCENY/SHOPLIFTING		34900 BLOCK S ROXANA	Delaware State Police	10/1/2020 5:19 PM

Code & Building Department Monthly Report for October 2020

BUILDING PERMITS

Total BP Issued: 65

- Single Family Homes 13
- Townhouse Units 33
- Minor 19
- Commercial 0
- Signs 0

Certificates of Occupancy/Completion Issued: 17

Total Revenue	\$ 234,870.50
BP SFH	\$ 81,393.00
BP SFTH	\$ 151,134.50
BP Commercial	\$ 0
BP Minor	\$ 2,313.00
Sign Permits	\$ 0
BP Violations	\$ 30.00

DEVELOPMENT ACTIVITY

BISHOP'S LANDING:

BL2: Work continues. Infrastructure continues. The houses are going up in 1B, 1C & 1D (1A & 1B is and 1C are built. No more permits for this area.

COVENTRY: This is in your packets for the turn-over to the HOA

MBTS Sea Star Village: Home construction continues, All Lots have been permitted.

MBTS Sea Breeze: Dirt being moved around. Pad sites being prepared. Culvert/crossing to the north is in and the one off of Huntington will probably be going in the week of Nov 9.

PARKSIDE: Black top down and grading back of curbs in progress. I anticipate permits will be requested by Thanksgiving.

SEA EDGE: Permits issued for 2nd building.

SOUTHERN LANDING: Infrastructure beginning. Permit issued for 2 model

TOWN PARK: Pickle Ball Courts in progress. Conduit was repaired the end of Oct so now we are waiting on Contractor to come back and finish courts. The 1 bid received for the Pavilion was from Whayland. The bid was opened at the designated time and read. The proposed cost was \$137,000.00. Do to the Covid issue and the extreme mark-up on material at this time I recommend we wait till spring to see if prices come down, plus even if we build now it can't be used until the Governor opens up the restrictions.

CODE ENFORCEMENT: VIOLATIONS

TOTAL VIOLATIONS: \$ 1,750